

## Secondary Programs

### Title: Professional-Technical School (PTS) Reimbursement

Professional-Technical Schools (PTS) are eligible to receive added-cost funding as defined by HB 510 approved by the legislature in 1998. These added-cost funds are often referred to as HB 510 funds to help distinguish from the regular added-cost funds that are allocated by the Division. Funds must be used for the added-cost of providing a PTS, but are otherwise at the discretion of the district.

PTS added-cost units are calculated as an additional .33 secondary units based on full-time equivalent average attendance at an approved professional-technical school. Attendance is gathered three times per year on the same schedule as used by the Department of Education. If the class is less than 2.5 hours per day, attendance is reported as aggregate hours. If the class is longer than 2.5 hours per day, attendance is reported as aggregate attendance based on headcount.

The aggregate hours and aggregate attendance are changed to full-day equivalents using a conversion formula –  $((\text{aggregate attendance}/2.5) + (\text{aggregate hours}))/2/\text{days in session} = \text{Average Daily Attendance (ADA)}$ . The ADA is divided by the support unit divisor of 18.5. This amount is multiplied by .33 to arrive at the number of PTS units. The number of PTS units is multiplied by the Support Unit Value to arrive at .33 added cost funds generated. The Support Unit Value dollar amount is derived from the Department of Education support program distribution factor.

Payments are made in two installments. The first payment is based on the .33 added cost funds generated. Seventy percent of this amount is distributed in December. The balance is distributed by July 15 based on the percent of total PTS units each approved school generates. This process ensures that all appropriated funds are distributed to the schools.

**Reduced funding:** In the event that the legislature does not appropriate enough funds to cover at least 90% of the calculated per unit value, preference will be given to existing schools and funding will not be reduced to less than 90% of the previous year's level. In the event that program growth exceeds the amount of the requested appropriation on a given year, the distribution of funds to each PTS will be based on the projected ADA from the Annual Application or the actual ADA from the attendance reports, whichever is smallest. (APA 55.01.03)

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